



# Administrative Office of the Courts

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## Operations Division

### Amendment # 1

### Request for Proposals

### Turnkey Digital Court Recording System for the District Court of Maryland

### PROJECT # K21-0049-40

This Amendment is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined and language deleted has been marked with a ~~strikeout~~ (ex. ~~language deleted~~).

#### 1. Modify Key Information Summary Sheet, p.3

**A Site Visit will be held on Friday April 23, 2021 @ 2:00 P.M. at the following location:**

**Location: District Court of Maryland  
251 Rowe Boulevard  
Annapolis, MD 21401**

Attendance at the site visit is encouraged in order to facilitate better preparation of proposals.

As promptly as is feasible subsequent to the Site Visit, all questions and answers known at that time will be posted to the Judiciary's procurement website and eMaryland Marketplace Advantage. In order to assure adequate accommodations at the Site Visit, please email the Site Visit Response Form to the attention of the Procurement Officer no later than April 20, 2021 at 4:30 pm. The Conference Response Form is included below as Exhibit A.

<b>EXHIBIT A – SITE VISIT RESPONSE FORM</b>
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**Project No. K21-0049-40**

**Project Title: Turnkey Digital Court Recording System for the District Court of Maryland**

**Site Visit: April 23, 2021 at 2:00PM**

**Please e-mail this form to the Procurement Officer:**

Karen.hoang@mdcourts.gov

**By April 20, 2021 at 4:30pm** advising whether or not you plan to attend this Conference.

Please indicate:

\_\_\_\_\_ Yes, the following representatives will be in attendance:

1.

2.

\_\_\_\_\_ No, we will not be in attendance.

\_\_\_\_\_  
Company/Firm/Company Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Contact Name

**If applicable, please circle your company's status:**

Certified MBE:      Yes                      No                      Small Business:      Yes                      No

Veteran Owned:      Yes                      No                      Veteran Owned      Yes                      No

Small Business:

Issued by Karen Hoang

Procurement Officer

04/16/2021